

Our Vision

To be at the heart of our community where everyone has the opportunity to live a whole and productive life.

Mission Statement

Serving People, Building Hope, Honouring God.

Our Values

Out of Christian love and compassion we are driven by:

- Christlike Servanthood
- Unfailing Integrity
- Courageous Commitment





Applicant Information Sheet

THE HISTORY OF WESLEY MISSION

Wesley Mission has its origins in the first Methodist Church formed in Sydney in 1812. Originally established as the Central Methodist Mission, the organisation focused on social justice and evangelism for the poor and needy people of Sydney.

The Uniting Church was created in 1977 from a union of Methodist, Presbyterian and Congregational Churches. The Central Methodist Mission became the Wesley Central Mission (and subsequently Wesley Mission).

Wesley Mission provides services across Sydney. These services are available to all people and are not discriminatory or judgmental of any persons' beliefs or lifestyle.

The services offered by Wesley Mission cover many areas and are based in a worshipping congregation which provides pastoral services, worship, media outreach through television and radio, counselling and chaplaincies. With over 3000 staff the work of the Mission continues to grow at a significant and consistent rate.

EMPLOYMENT SELECTION CRITERIA

All applicants must address the selection criteria.

The selection panel will undertake an assessment process which will match the requirements of the position with the abilities, qualifications and experience.

The selection criteria, therefore, provides the basis of selection (on merit). The key selection criteria will generally be described as essential and desirable qualifications/experience and will be directly related to the job description.

The selection criteria are developed so as to be objectively measurable, non-discriminatory and available to all job applicants. Merit based selection forms part of this organisation's EEO program which assists with increased expertise and productivity, reduces staff turnover and maximises the size and quality applicant pools.

WESLEY MISSION FIVE POLICY POINTS

1. **Evangelism** – The Mission lives by evangelism. It seeks to reach the people of our community who are in need.
2. **Worship and Service** – The worship of God and the service of human need belong together. Today through more than 450 caring centres and services, the Mission ministers to the needs of Australia.
3. **Friendship and Care** – There is an endless need for friendship and caring for people in Australia today.
4. **Social Justice** – The Church, which ministers in providing welfare to the social needs of a community, must also be involved in social justice. We speak out on social, economic, political and environmental issues.
5. **Communication** – The Church uses every means of modern communication to reach the community. Just as Paul used the great highways of the Roman Empire to take the Gospel to all the known world, so we use the printed word, television and radio programmes, videos and the internet to take the message of the Gospel to as many people as possible throughout the world. Because we are a Christian Church, all staff are expected to speak and behave in accordance with Christian standards and set an example by joining in appropriate worship services and such devotional acts as a Centre may be conducting.

How to apply

Selection for Wesley Mission positions is based on merit. This means that the person whose skills, knowledge and experience best match the position requirements will be selected.

Your application must include a brief cover letter, a claim against the selection criteria for the position you are applying for, and a current resume. Your claim against the selection criteria is the most important part of your application. Make a separate heading for each criteria and describe your skills, knowledge and experience relevant to each point of the criteria.

Your application should include a brief description of any qualifications you may have relevant to the position. If you are successful in gaining an interview you will need to bring a copy of supporting documentation to the interview with you.

All applications must be submitted by email to wue.jobs@wesleymission.org.au by the closing date. Applications should be submitted in Microsoft Word, RTF or PDF format.

Statements on your application found to be deliberately misleading could make you, if employed, liable to dismissal.

Equality of Employment Opportunity and Selection on Merit are Wesley Mission Policy.

The Interview and Selection Process

After assessing applications, the selection committee will choose those applicants who best meet the selection criteria for further assessment. The selection committee may use a number of methods to assess your ability to do the job including: interview questions and referee and records checks.

Referee Check

At the interview, you will be asked to provide the name and contact details of two recent referees, a current or recent supervisor(s) and/or a current or recent colleague(s). Referees are asked to provide information on your work behaviour and performance and can be asked to verify or comment on claims made by you.

Criminal Records Check

With respect to some positions a criminal record check may be carried out on applicants identified suitable within various roles. If a criminal records check is to be done, you will be asked to provide your date and place of birth. A criminal records check does not necessarily disqualify you from selection. If the criminal records check results in rejection of your selection, you will be given the opportunity to discuss the matter before a final decision is made.

Working with Children Check

When applying for a position in child-related employment a Working with Children Check will also be undertaken. This is a formal process of checks to help determine your suitability to work with children or have unsupervised access to children in your work. The check takes into account relevant criminal records, relevant apprehended violence orders and relevant completed disciplinary proceedings. It is an offence under the NSW Child Protection (Prohibited Employment) Act 1998 for a person convicted of a serious sex offence to apply for a child-related position. Information on the Working with Children Check is located at <http://www.kids.nsw.gov.au/check>.

Permanent Appointment

To be permanently appointed within Wesley Mission you need to:

- Be an Australian citizen or have the status of permanent residence in Australia. If you do not fit this category, you are only eligible for appointment to temporary vacancies;
- Provide proof of identity.

Further Information

To find out more about Wesley Mission and Wesley Uniting Employment please visit our websites at www.wesleymission.org.au and www.wue.com.au.

All personal information being collected will be dealt with in accordance with the Privacy and Personal Information Protection Act 1998.